

PERSONAL SUPPORTS SERVICE PLANNING & AUTHORIZATION At a Glance

Beginning on July 1, 2020, until the Developmental Disabilities Administration's (DDA) system is fully transitioned into *LTSSMaryland*, the DDA will be operating in two systems: *LTSSMaryland* and the legacy Provider Consumer Information System (PCIS2).

Until further notice:

- **Person-centered plans will be completed and approved in *LTSSMaryland***
- **Services will be authorized and billed through PCIS2**

To help stakeholders navigate between the two systems, the following service mapping is noted for the different service names, units, scope, and billing instructions for the two systems.

Personal Supports Services

- **Personal Supports** services have the same name and unit in *LTSSMaryland* and PCIS2, but the scope of what is included in those services and billing is different.
- **Personal Supports services in *LTSSMaryland*:**
 - Personal Supports services include transportation as a component of the service. Transportation cannot be billed as a standalone service after Personal Supports transitions to the new rate.
 - An enhanced rate for supporting people with behavioral and/or health challenges may be authorized as Personal Supports Enhanced services.
 - Personal Supports through *LTSSMaryland* are billed through the Electronic Visit Verification (EVV) system.
- **Personal Supports services in PCIS2:**
 - Personal Supports services do not include transportation as a component of the service, and are often paired with the standalone Transportation service in the Person-Centered Plan (PCP).
 - Personal Supports are billed through the PCIS2 attendance calendar.

Service in <i>LTSSMaryland</i>	Unit	Service in PCIS2	Unit
Personal Support	Quarter Hour	Personal Support	Quarter Hour
Personal Support - Enhanced	Quarter Hour	Not available	N/A
Transportation	Upper Pay Limit	Transportation	Upper Pay Limit

Authorizing Transportation Services with Personal Supports

- During the transition period, if a person needs transportation services for Personal Supports:
 - Request Transportation services for Personal Supports in the service authorization section with note in scope indicating it is for Personal Supports.
 - If the person needs additional Transportation support services, request that separately in the service authorization section.

► Issue date: **6.30.2020**